

**SCOTTSDALE AIRPORT ADVISORY COMMISSION  
15000 N. AIRPORT DRIVE, SCOTTSDALE, AZ 85260**

**JUNE 11, 2003  
REGULAR MEETING**

**MINUTES**

**PRESENT:** Donald Maxwell, Chairman                      Leonard Tinnan, Vice Chairman  
Bill Mack    Tom Guilfooy  
Philip Vickers    Mike Osborne

**ABSENT:** Fred Madanick

**STAFF:** Gary Mascaro, Asst. Aviation Director      Paul Norman, Assistant City Attorney  
Chris Read, Asst. Aviation Director                      Matt Johnson, Airport Specialist

**OTHER(S):** Brian Ready, President AzBAA; Bruce Pinnell, BBQ Smokehouse; Margaret Pionteck, Jet Pros, L.L.C.; John Meyer, Creative Air, L.L.C.; Sandy Lambert, Resident

Note: Prior to calling the meeting to order, Chairman Maxwell briefed the meeting attendees on the public comment procedure and that Citizen Comment Cards were available at the meeting should they wish to fill one out.

**CALL TO ORDER**

Chairman Maxwell called the meeting to order at 6:00 p.m.

**ROLL CALL**

A formal roll call confirmed members present as stated above.

**APPROVAL OF MINUTES**

- A. Item 1 - Action**
- a. Approval of the Minutes of the April 9, 2003 Regular Meeting.
  - b. Approval of the Minutes of the April 22, 2003 Special Meeting

Vice Chairman Tinnan noted corrections to be made to pages 4, 5, 6, and 9 of the regular meeting minutes and made a motion for approval of the minutes of the April 9, 2003 regular meeting with changes noted. Commissioner Mack seconded the motion and the minutes were approved by a vote of 6-0.

Vice Chairman Tinnan noted a correction to be made to page 7 of the special meeting minutes and made a motion for approval of the minutes of the April 22, 2003 special meeting with the change noted. Commissioner Mack seconded the motion and it passed by a vote of 6-0.

**PUBLIC COMMENT**

There were no public comments.

**AERONAUTICAL BUSINESS PERMIT(S)**

- A. Item 2 - Action**
- Ratification of Airport Aeronautical Business Permit for BBQ Smokehouse to provide off-airport in-flight catering service at Scottsdale Airport.

Mr. Matt Johnson advised the Commission that BBQ Smokehouse has provided the appropriate documentation as required in the Airport Minimum Operating Standards and, according to the owner, the 6.0% percent fee is anticipated to generate an additional \$1,000 in annual revenue to the Aviation Enterprise Fund. Mr. Bruce Pinnell, owner, BBQ Smokehouse was present at the meeting.

Commissioner Mack made a motion to approve ratification of the Airport Aeronautical Business Permit for BBQ Smokehouse to provide off-airport-in-flight catering service at Scottsdale Airport. Vice Chairman Tinnan seconded the motion and it passed by a vote of 6-0.

**B. Item 3 – Action**

Ratification of Airport Aeronautical Business Permit for Jet Pros, L.L.C. to provide charter brokerage services at Scottsdale Airport.

Mr. Matt Johnson advised the Commission that Jet Pros, L.L.C. has provided the appropriate documentation as required in the Airport Minimum Operating Standards and, according to the owner, the fee is anticipated to generate an additional \$500 in annual revenue to the Aviation Enterprise Fund. Ms. Margaret Pionteck, owner, Jet Pros, L.L.C. was present at the meeting.

Chairman Maxwell inquired of Ms. Pionteck what type of aircraft they broker. Ms. Pionteck responded they do all type of aircraft, but mainly jets and do not do scheduled service, only on-demand charter.

Commissioner Vickers inquired if the City receives a monthly report from the permittees of their monthly sales. Mr. Mascaro responded that multiple billing forms are sent out on a monthly basis which the business owners have to complete and staff tracks the information from those forms. Commissioner Vickers inquired who reviews those monthly statements in relation to the permits they have approved. Mr. Mascaro responded that Mr. Johnson receives the billing forms and tracks and collects the fees, and provides the information to Financial Services. Commissioner Vickers asked if a report is ever provided to the Commission. Mr. Mascaro said they have not in the past provided such a report to the Commission, but they would be happy to do so at any time. Commissioner Vickers responded that it would not be necessary.

Commissioner Mack made a motion to approve ratification of the Airport Aeronautical Business Permit for Jet Pros, L.L. C. Vice Chairman Tinnan seconded the motion and it passed by a vote of 6-0.

**C. Item 4 – Action**

Ratification of Airpark Aeronautical Business Permit for Creative Air, L.L.C. to provide hangar/shade leasing services at the Scottsdale Airpark.

Mr. Johnson advised the Commission that Creative Air, L.L.C. has provided the appropriate documentation required in the Airpark Minimum Operating Standards, and the 5% fee is anticipated to generate an additional \$14,000 in annual revenue to the Airport Enterprise Fund. Mr. Johnson added this is a new hangar located in the Airpark. Mr. John Meyer, representing Creative Air, L.L.C. was present at the meeting.

Vice Chairman Tinnan made a motion to approve ratification of the Airpark Aeronautical Business for Creative Air L.L.C. Commissioner Guilfoxy seconded the motion and it passed by a vote of 6-0.

**D. Item 5 - Information**

Aeronautical Business Permit Additions, Cancellations or Revocations

Mr. Johnson advised the Commission he would be glad to answer any questions from the Commission concerning the current tenant list of Airport/Airpark and mobile permittees. Commissioner Vickers asked if permits come back to the Commission for any reason, such as renewal, change of services or aircraft. Mr. Johnson responded they do not. Vice Chairman Tinnan asked what the difference was between cancelled and revoked. Mr. Johnson responded cancellations are when the operator informs staff they no longer will

be operating their business at Scottsdale Airport, and revocations are done when an operator does not meet the minimum operating standards or provide the appropriate documentation.

## **GENERAL BUSINESS**

There were no items of General Business on this month's agenda.

## **NOISE ISSUES**

### **A. Item 6 - Information**

- a. April 2003 Noise Report
- b. May 2003 Noise Report

Mr. Mascaro advised the Commission that during the month of April they received recommendation from the City Council Sub-Committee on Regional Aviation Issues to prepare an RFP for a flight tracking system, and to do a revision of the noise complaint policy.

Vice Chairman Tinnan stated there was an interesting decrease in noise complaints from March to April, and April to May and wanted to know if there was any reason for this. Mr. Mascaro responded his speculation was that some decrease may be attributed to the warmer weather and residents close their windows and turn their air conditioners on. He added complaints dropped significantly in the regional area, and this may be due to the decision on Quiet Skies lawsuit.

Mr. Mascaro stated he received some concerns from residents outside of the noise grid that they would now have to use the website to log their complaints. However this relieves the operations staff of handling more than 40-50 calls and frees them focus their efforts on the pilot outreach program.

Commissioner Vickers inquired why there was a significant increase in May in pilot briefings compared to April. Mr. Mascaro responded that in May they implemented the new noise complaint policy where they are able to go out and meet and greet the aircraft instead of answering the phone calls. However, the major increase in pilot briefings was due to the FAA flight safety seminar where they met 116 pilots and briefed them about Scottsdale Airport and noise sensitive areas.

### **B. Item 7- Information**

Subcommittee on Noise Issues Update – Sub Committee Chairman Tinnan

Sub-Committee Chairman Tinnan stated they did not meet during the month of May. Chairman Tinnan stated he did attend the City Council Sub-Committee on Regional Aviation Issues on May 28. Chairman Tinnan noted the pilot outreach and educational programs staff is working on and the Stage 2 operator survey recently sent out. He stressed the importance of continuing education for the pilot community and the residential communities in the airport's outreach efforts.

Chairman Tinnan stated the sub-committee is interested in participating in construction of the procurement activity of the flight tracking system so they will have input in the design or makeup of the performance specification of such a system.

Chairman Tinnan stated the next City Council Sub-Committee would tentatively be a joint meeting with the Airport Advisory Commission at 5:00 p.m. on July 9<sup>th</sup>, and they hope to see the RFP requirements at that time.

## **OPERATIONS UPDATE**

### **A. Item 8 – Information**

- a. April Operations Update
- b. May Operations Update

Mr. Chris Read provided the Commission updates on the Airport Operations activities for April and May 2003, and stated he would be happy to answer any questions on any of the information. Commissioner Mack questioned one incident where a tenant moved other aircraft. Mr. Read responded that the aircraft was not moved in a tactful manner and the aircraft owner requested that Mr. Read do an incident report.

## **MEETING SCHEDULE**

### **A. Item 9 – Action Meeting Schedule**

There were no changes to the meeting schedule.

## **PUBLIC COMMENT**

Mr. Brian Ready, Giant Industries, commented concerning the RFP on the flight tracking system. He felt the word needs to go back to Council that money is needed from an operator and they need to think about their funds as well as the tenants.

## **DIRECTOR'S REPORT**

Mr. Mascaro noted an article from "The Arizona Republic" dated April 23, 2003 regarding a Chandler housing issue. He also advised the Commission that their budget has been approved and will go into effect July 1. Mr. Mascaro added the fee increase has also been approved.

## **ITEMS FROM THE COMMISSION**

Commissioner Guilfoxy asked what the forecast was for the Airport's profit next year. Mr. Mascaro responded the forecast for Airport revenue for 2003/2004 was roughly \$2.8 million, and the net is \$397,000.

Commissioner Osborne asked if anything has been done regarding the potential for lowering the minimum landing weight fees. Mr. Mascaro responded they are doing a survey for the next few months and they want to get more data as to type of aircraft landing and they will try to track as many as possible and then calculate how much they would make in revenue compared to expenses.

Mr. Mascaro addressed Chairman Maxwell's request of a couple of month's ago to have a member of the Chamber of Commerce to attend a Commission meeting. Mr. Mascaro advised Chairman Maxwell and the Commission that a member of the Chamber of Commerce will be on the agenda for the July meeting.

Commissioner Vickers asked when they would be receiving monies for the Part 150 Study. Mr. Mascaro responded that he spoke with the FAA on Monday and they confirmed they programmed the FAA money and they suggested staff might receive an allocation letter within the next 30 days. To expedite the process, it would be brought to the Commission for review and approval and then on to Council for review. They would then begin the Part 150 Study in September 2003.

Commissioner Vickers asked the status of the radar. Mr. Mascaro responded it is status quo on the radar, and he would be happy to provide him with a copy of the letter they received directly from the FAA. They understand our request for radar coverage, however there are some technical concerns that have to be resolved.

Commissioner Vickers asked if they had any update on the Naples Airport appeal litigation. Mr. Mascaro responded that at this time they have not heard any news.

Mr. Paul Norman added there was a request by Naples outside counsel, who also represents Scottsdale, to participate in the proceedings along the lines of an amicus brief which is a friend of the court brief in support of Naples. Mr. Norman stated they decided to do that and they essentially prepared the bulk of

that on our behalf without charge. Mr. Norman stated it was filed along with a number of other airports that were interested. However, the FAA refused to allow our participation as they decided that we didn't have anything different to add that Naples and a couple of other interested parties would not already be arguing.

Commissioner Vickers asked if in consideration of closing the airport for night operations, based upon financial feasibility, does that have to be done through a Part 161 Study, or can that be done with the Part 150 Study. Mr. Norman responded he believes it has to be done through a Part 161 Study.

Commissioner Guilfooy inquired if they have an internship program with the Airport Management School at ASU. Mr. Mascaro responded they do, however, due to Human Resource's constraints they do not have any positions available for us to barter for summer internships. Additional discussion transpired between staff and Commission regarding the internship program, management of, liability factors, and other issues involving this program.

Vice Chairman Tinnan brought up the issue of a contract tower. He stated a contract tower would provide a more effective means of communication and interaction with airport staff than the FAA controllers. Vice Chairman Tinnan referred to the information in the Commission packet concerning contract towers that details the advantages of the program. He would like Scottsdale to take a proactive approach on this issue.

#### **ADJOURNMENT**

Commissioner Mack made a motion to adjourn. Vice Chairman Tinnan seconded the motion and the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Diana M. Maggiola  
Administrative Secretary.